

**MENTAL HEALTH AND AGING EDUCATION**  
**RFP Number 325-06-08-004**  
**Questions and Answers**

**Question:**

Phase I: Training of Trainers targeted to Mental Health workers at each Regional Human Service Center that we would train.

- 1) Would we have to pay for the trainees' travel to the training site?
- 2) Could you give us an estimate of the number of trainees we would train as trainers at each site?
- 3) Can food and refreshment be paid with grant funds for the trainings?

**Answer:**

- 1) **We look to each proposal to identify their plans to address trainees' travel to the training site.**
- 2) **We look to each proposal to identify their plans to address the number of people they will train as trainers at each site.**
- 3) **The cost for food and refreshments for training sessions would be allowable.**

**Question:**

Phase II: Those trainers in each region will conduct at least one training session in their region with natural caregivers.

- 1) Would the grant be expected to cover the costs and travel for the natural caregivers in these trainings?
- 2) Would we pay the cost of any of the training materials or other training costs for these trainings?
- 3) Would we be responsible for any incentives such as refreshments for natural caregivers?

**Answer:**

- 1) **We look to each proposal to identify their plans to address the costs and travel for the natural caregivers to the trainings**
- 2) **We look to each proposal to identify their plans to address the costs of training materials or other training costs.**
- 3) **We look to each proposal to identify their plan to address incentives such as refreshments for natural caregivers.**

**Question:**

Section 2.01 indicates that during phase one of the initiative, the Division implemented training of mental health workers located at the regional human services centers. Which regional human service center employees were included in this training? Was there a specific curriculum used for this phase of the training?

**Answer:**

**All interested staff members of the regional human service centers were invited to attend the training sessions.**

**Dr. Andrew McLean provided an overview of key issues related to mental health and aging. There was no specific curriculum developed other than a general topic overview and a question and answer period.**

**Question:**

Section 3.01 indicates training must include eight train-the-trainer sessions, one in each region. Who are the trainers that the Division would like to have included at these training sessions?

**Answer:**

**We look to each proposal to identify their plans to address who will be trained in each train-the-trainer session.**

**Question:**

When asking about quality assurance in section 3.01 does it refer to project management or training, or both?

**Answer:**

**Both.**

**Question:**

Does the evaluation refer to the training for trainers, training of caregivers, or curriculum development and initial training for trainers? Or does it include all of these?

**Answer:**

**As stated in Section 3.01 of the RFP, each training phase (train-the-trainer and general training sessions) shall have a pretest and posttest evaluation component.**

**Question:**

Is there a training curriculum already developed?

**Answer:**

**As discussed in Section 3.01, the development of a training curriculum is part of the project.**